

# **Planning, Permitting and Engineering Services Kaizen Position Paper**

*Event: Landfill Permitting Process Improvement*

Dates: June 1-4, 2004

## **Scope:**

MSW Landfill permitting

## **Objective:**

Streamline and improve the existing landfill permitting process by:

- Eliminating the existing backlog;
- Developing a process that will enable us to turn permits out within 30 days of receipt;
- Providing consistent permits and amendments; and
- Enabling us to efficiently track all of the necessary information related to landfills.

## **Performance Measures:**

- Eliminate Backlog
- Issue 80% of permits within 30 days
- No more than 5 permit actions on backlog at any time. These should be limited to situations that are out of our control.

## **Deliverables:**

- New permit renewal and application forms
- Checklists for internal and external use
- Guidance/Outline for DOPS
- Documented process
- Potential online status check system
- Others as defined by customer focus groups

## **Team Members:**

Mindy McComb, team leader	Pella
Jane Mild	PPES
Becky Jolly	PPES
Nina Koger	PPES
Jeff Simmons	PPES
Amie Hart	PPES
Julie Chang	PPES
Brian Harthun	HR Green
Tim Yoder	Great River Regional Waste Authority
Small Landfill	TBA
Shane Dodge	FO6
Dale Garner	C&R Division

Sponsors: Brian Tormey and Wayne Gieselman

Consultant: Pella

Location: Wallace State office building, 5E & 5W